

Inspection and Evaluation Committee

President's Council on Integrity and Efficiency

September 2003

Inspection and Evaluation Committee Members

JOHNNIE FRAZIER
IG Commerce, Chair
CHRISTINE BOESZ
IG NSF
CLARK KENT ERVIN
Acting IG Homeland Security
GLENN FINE
IG Justice
GORDON HEDDELL
IG Labor
RICHARD GRIFFIN
IG VA
DARA CORRIGAN
Acting IG HHS
STEPHEN SMITH
IG FCA



Status of New Projects Revising the Quality Standards for Inspections

In response to the expansion of the use of inspections as a tool in the Inspector General community, in March 1993 the President's Council on Integrity and Efficiency (PCIE) issued the "Quality Standards for Inspections." The standards set forth a framework for performing inspection work, and the PCIE encouraged the consistent application of the standards throughout the Inspector General community.

Now that more than 10 years have passed since the standards were issued, the PCIE Inspection & Evaluation Committee has decided that a review of the standards is needed with a view to possible updates. Input on recommended changes is being sought from the Inspector General community, beginning with the Inspections and Evaluation Roundtable. The Department of Energy's Office of Inspections and Special Inquiries will lead this effort, with assistance from the Department of Health and Human Services' Office of Evaluation and Inspections.

Any recommended changes to the standards may be provided to

Ms. Elise Ennis, Director, Eastern Inspection Region, Office of Inspections and Special Inquiries, by email at elise.ennis@hq.doe.gov; facsimile at (202) 586-4902; or by regular mail at the Department of Energy, Office of Inspector General, IG-43, 1000 Independence Avenue, S.W., Washington, D.C. 20585.

To help this project move forward in a timely manner, we have asked the OIGs to provide comments by September 8, 2003. Also, please provide a point of contact with your comments, so any questions may be readily addressed. If you would like to receive another copy of the standards electronically, please contact Ms. Ennis at (202) 586-7239 or Debbie Holmes at (202) 482-2600.

I&E Committee Assists HR Committee with Core Competencies Project Focus Group discussion to be held at next Roundtable meeting on October 2

Nikki Tinsley, EPA IG and Chair of the PCIE Human Resources Committee, has asked the I&E Committee to assist in developing core competencies for inspectors and evaluators. The idea is to further the professionalism, skills, career ladders, and mobility of I&E staff and thereby enhance their capabilities and performance in the OIG community. Having already compiled such competencies for auditors and investigators, the HR Committee now wants to identify the basic general skills needed by I&E staff. Training will be developed according to skills identified as necessary for inspectors and evaluators at different grade levels.



The next I&E Committee Meeting is being planned for October.

The next I&E Roundtable meeting will be held on October 2, hosted by Nikki Tinsley, IG for the Environmental Protection Agency.

Nikki agreed to host the I&E Roundtable meeting on Thursday, October 2, and to conduct at that time a one-hour session during which members will be asked to share information about the types of employees in their offices and the skills needed to perform their jobs, including specialty skills—e.g., backgrounds in law, economics, or health care.

Status of Current Roundtable Reports/Projects

[Travel Card Compendium Nearing Completion](#) (Lead agency: Labor) The draft Best Practices Travel Card Compendium has been revised and was sent to the Labor Inspector General for comment.

The purpose of this compendium is to enhance the Offices of Inspector General oversight of the Federal Travel Card program. The compendium synthesizes the

results of OIG evaluations and audits of various Federal agencies' travel card programs. Although not all agencies contract with the same service provider or organize their travel card programs in the same manner, we identified common weaknesses and best practices among these agencies.

After Gordon Heddell, the Department of Labor Inspector General, and his staff have reviewed the revised document, a draft report will be distributed to the Roundtable and the I&E Committee for comments.

[Survey of OIG Inspection and Evaluation Units](#) (Lead agency: HHS) Currently, the report is being reviewed and a draft will be presented to Roundtable members for comment in the near future.

The purpose of this survey and report is to provide a current profile of OIG inspection and evaluation units. It was prepared by the Inspections and Evaluation Roundtable at the request of the Inspection and Evaluation Committee. The survey covers the make up and function of these units, and highlights some of their recent work. Information from

the survey can be used to (1) illustrate cross-cutting issues of concern to different OIGs, (2) provide ideas for future OIG work or internal OIG management initiatives, and (3) educate others--especially new Inspectors General and those interested in establishing evaluation units--about the value of having inspections and evaluation units to aid the OIGs in their mission.

Training

Two staff from IGATI, Dave Thomanek and Laura Makray, will be attending future Roundtable meetings and plan to give a presentation to the group at the meeting in January.

Please send additional suggestions and ideas concerning I&E training needs and opportunities to Chris Hepe at cheppe@oig.doc.gov.

If you have questions or need further information about anything in these minutes or any Roundtable matters, contact Chris Hepe at 202-482-2754, or Debbie Holmes at 202-482-2600.